



## **REQUEST FOR PROPOSALS**

### **Demolition Derby Services**

Tooele County requests proposals from motorsports contractors for Tooele County's Demolition Derby at the Deseret Peak Complex normally scheduled the first Saturday in August.

#### **BACKGROUND**

Tooele County sponsors a family-friendly demolition derby each year at Deseret Peak Complex. This is considered a community event.

#### **PROJECT DESCRIPTION**

Tooele County, Utah is seeking proposals from current eligible motorsports contractors in good standing, with expertise in providing a quality demolition derby and family entertainment to provide demolition derby services at the Deseret Peak Complex motorized arena on August 6, 2022.

#### **PROJECT OBJECTIVES AND SCHEDULE**

2022 Tooele County Demolition Derby at the Deseret Peak Complex Motorized Arena on August 6, 2022.

#### **SCOPE OF WORK**

1. Plan and produce the Tooele County Demolition Derby in the Deseret Peak Complex Motorized Arena that will attract a crowd and be family friendly and entertaining.
  - a. Solicit drivers and avoid other derby conflicts.
  - b. Solicit sponsors.
  - c. Provide the required staff to run the event, to include derby officials and all supporting event staff, to include fire support (through Grantville Fire Dept.), EMS, ticket sellers and ticket takers, vendors.
  - d. Obtain all necessary permits through Tooele County Clerk (business license), and Tooele County Health Department for food vendors.
  - e. Purse distribution.
  - f. Supply trophies for winners.
  - g. Spectator insurance.
  - h. Marketing for drivers.
  - i. Driver's shirts and if requested spectator shirts for contractor to sell.
  - j. Supplies and equipment to inspect all contestant cars.
  - k. Supplies and equipment required to run the event safely and efficiently.
  - l. Announcer and DJ to operate Deseret Peak Complex Motorized Arena sound system.
  - m. Provide oversight for the preparation of the derby arena.
  - n. Provide adequate tow trucks on site for towing of vehicles from each heat.
  - o. Provide timing gear, flags, computers, and all necessary equipment.
  - p. Post event information on internet and social media sites.
  - q. Exhibit the ability to make suggestions to enhance the event and draw larger crowds, increase the number of drivers and create a memorable event.
  - r. The maximum number of seats available for ticketing is **7378**.
  - s. Provide all portable restroom and hand washing stations required by Tooele County Health Department.

Any extra last-minute work required by contractor and provided by Tooele County staff will be charged at a rate of \$25 per man hour.

County will guarantee prize money up to a certain amount based on the amount of the proposal, motorized arena venue and sound system, loader, water truck, tractor w/groomer, operator, portable bleachers and main grandstand bleachers, arena prep before and during event, beer sales, permanent restroom cleaning, garbage removal, clean up during and after event, ticketing building, barricades for arena and security.

### **PROPOSAL FORMAT**

The proposals should contain the following information in the general order listed, and should not exceed four (4) pages in length:

1. Description of the contractor's experience and qualifications in planning and producing demolition derbies.
2. Two (2) references for similar events provided by the contractor.
3. Description of the deliverables to be provided to the County.

Other documents to be provided (does not count towards the four (4) page length)

4. Ticket price schedule just for information only.
5. Provide a Non-Collusion affidavit to be executed by offeror and submitted with the proposal response.
6. Provide a single copy of the proposed project cost (separately).
  - a) Pursuant to Utah Code Annotated (UCA) § 63G-6a-707(7), the cost proposal will be evaluated independently from the technical proposal; and as such, **must** be submitted separately from the technical proposal. Offerors must not include costs or pricing data in their responses to the Mandatory Minimum Requirements and the Technical Response.

Offeror must include on a separate document a complete budget. If an offeror fails to include a complete budget, then its proposal will be considered non-responsive, and the proposal will be rejected.

### **SUBMITTAL REQUIREMENT**

Two (2) copies of the proposal shall be submitted to the Tooele County Managers office by **4 p.m. on Thursday, February 3, 2022.**

The submittal shall be made to:

Tooele County Managers Office  
47 South Main St.  
Tooele, UT 84074

- Clearly label the outside of your envelope: **"2022 Demolition Derby"**. Any proposal received after the date and time specified above will not be accepted.
- The County will not accept proposals via e-mail or facsimile.

Questions pertaining to this request for proposals should be submitted in writing to the County Manager by email at [Brittany.lopez@tooeleco.org](mailto:Brittany.lopez@tooeleco.org) by Monday, January 24, 2022. All responses for clarification shall be only through official addenda issued by the County Manager. No extension to submit a proposal shall be granted due to the County's delayed response or if the County declines to respond.

A selection committee and/or the County Council shall review the submitted material.

There should be no contact made with members of the Tooele County Council or any other county official other than the County Manager regarding this Request for Proposal.

### **OPENING OF PROPOSALS**

Receipt and registration of proposals will be handled by the County Manager.

Proposals, modifications, or corrections received after the closing time on the Due Date will be considered late and will not be opened. Facsimile or emailed proposals will not be considered.

If only one proposal is received in response to the RFP, the County Manager, based on feedback from staff, may re-solicit for the purpose of obtaining additional proposals.

### **REJECTION OF PROPOSALS**

The County reserves the right to reject any or all proposals received, and to select the proposal deemed to be the most advantageous and in the best interest of the County. Non-acceptance of a proposal will mean that one or more others were deemed more advantageous to the County or that all proposals were rejected. Applicants whose proposals are not accepted will be notified within three (3) business days following the award by County Council.

### **DISCUSSIONS WITH BIDDERS (ORAL PRESENTATION)**

An oral presentation by a proposer may be required at the sole discretion of Tooele County. However, Tooele County may award a contract based on the initial proposals received without discussion with the contractor's submitting proposals. If oral presentations are required, they will be scheduled after the submission of proposals. Oral presentations will be made at the proposer's expense.

### **SELECTION OF CONTRACTOR**

The evaluation process shall be based solely on these factors. The evaluation process may include a numeric scoring.

1. Experience, qualifications, availability, references, location. (40 pts)
2. Demonstrated understanding of the project. (10 pts)
3. The scope of work to deliver the desired product. (10 pts.)
4. Proposed schedule to complete the project. (10 pts.)
5. Related project experience and example reports. (10 pts.)
6. Cost will be guaranteed as 0 to the County. (20 pts.)

Award will be given to the highest scoring, responsive, and responsible proposer, meeting all requirements posted in this RFP document.

### **FORMATION OF THE CONTRACT WITH THE SELECTED APPLICANT**

After selecting an applicant, the County may conduct additional negotiations with the applicant to arrive at a best and final offer. When both parties are in agreement, a contract will be entered into and executed.

### **PROTECTED INFORMATION**

- (a) The Government Records Access and Management Act (GRAMA), codified as Utah Code Ann., Subsection 63G-2-101, et seq., as amended, allows for limited protection of disclosure of certain confidential records. Subject to Subsection (b), all information contained in any Bids submitted to the County shall be classified as public, but only after the County has awarded and executed a Contract with the winning Bidder.
- (b) Any Claim of Business Confidentiality submitted pursuant to Utah law and in accordance with GRAMA may, in the sole discretion of the County, be classified as protected

information. By submitting this Bid, Bidder agrees to be bound by the County's classification of its information submitted with its Bid and releases from liability and agrees to indemnify the County for any disclosure of confidential information. To ensure the information is protected, the bidder must clearly identify in the Executive Summary and in the body of the proposal any specific information for which a bidder claims business confidentiality protection as "PROTECTED".

c) All materials submitted become the property of the County, including originals, and will not be returned. Materials may be evaluated by anyone designated by Tooele County as part of the proposal evaluation committee.

d) Pricing may not be classified as business confidential and will be considered public information.

e) An entire proposal may not be designated as "PROTECTED", "CONFIDENTIAL", or "PROPRIETARY", and shall be considered non-responsive unless the offeror removes the designation.

### **INCURRING COSTS**

Tooele County will not be liable for any cost that applicants may incur in the preparation of their proposals. Proposals should be concise, straightforward, and prepared simply and economically. Expensive displays, bindings, or promotional materials are neither desired nor required.

# Attachment A

## NON-COLLUSION AFFIDAVIT TO BE EXECUTED BY BIDDER AND SUBMITTED WITH BID

\_\_\_\_\_, being first duly sworn, deposes and says that he or she is \_\_\_\_\_ of \_\_\_\_\_, the party making the foregoing bid. The bidder, offeror, or contractor represents that it has not: 1) provided an illegal gift or payoff to a Tooele County officer or employee or former Tooele County officer or employee, or his or her relative or business entity; 2) retained any person to solicit or secure this contract upon an agreement or understanding for a commission, percentage, brokerage or contingent fee, other than as exempted in the County conflict of interest ordinance; or 3) knowingly influenced (and hereby promises that it will not knowingly influence) a Tooele County officer or employee or former Tooele County officer or employee to breach any of the ethical standards set forth in the county conflict of interest ordinance, title 1, chapter 11 of the Tooele County code.

Responsible Managing Officer \_\_\_\_\_

Title \_\_\_\_\_

Organization \_\_\_\_\_

Address \_\_\_\_\_

STATE OF \_\_\_\_\_ )  
COUNTY OF \_\_\_\_\_ ) :SS

On this \_\_\_ day of \_\_\_\_\_, 2021, personally appeared before me, \_\_\_\_\_ who being by me duly sworn did say that he or she is the \_\_\_\_\_ of \_\_\_\_\_, and that the foregoing instrument was signed in behalf of said entity by proper authority, and he or she acknowledged to me that said entity executed the same.

\_\_\_\_\_  
NOTARY PUBLIC